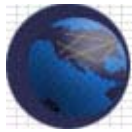




<b>May 27, 2004</b>	2:00 pm EDT
<b>Attendees:</b>	<p><i>Attendees:</i></p> <p>City of Hope: Hemant Shah University of Iowa - Holden: Terry Braun University of Minnesota: Don Connelly Wash U. – Siteman: Mark Watson OHSU: Shannon McWeeney U Penn: Howard Bilofsky NCI: Wendy Patterson; Leslie Derr Booz Allen Hamilton: Phan Winter</p>
<b>Introduction</b>	<p>The meeting was opened and Howard Bilofsky (U Penn) was introduced as a new DSIC participant. The group did not offer comments to the notes from the 4/29/04 teleconference.</p>
<b>Report from Liaisons</b>	<p><u>Integrative Cancer Research Workspace (ICR)</u>: Terry Braun (Iowa – Holden)</p> <p>The ICR Workspace has broken into Special Interest Groups (SIGs). Terry presented the highlights of the SIG meetings as reported during the group's last teleconference:</p> <ul style="list-style-type: none"><li>➤ The Translational Research SIG will focus on the tools and technology necessary to support the integration of laboratory and clinical data.</li><li>➤ The Pathways SIG has an urgent need for tools for analyzing pathway data.</li><li>➤ The Microarray Repositories SIG will focus on tools and systems needed to manage microarray data. The NCICB's first release of caArray software will be available in mid-September; on-line demos are currently being offered.</li><li>➤ The Gene Annotation SIG focuses on data sources required by developers for gene annotation. The key issues for this group is the problem of unstable gene identifiers.</li><li>➤ The Computational Genomics SIG has been combined with the Gene Annotation SIG.</li><li>➤ The Proteomics SIG will address the development of tools,</li></ul>



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data and technologies relevant to the manipulation of proteomics data.

- The Data Analysis and Statistical Methods SIG will focus on the tools and systems that pertain to sophisticated data analysis.

Detailed meeting notes for each of the ICR SIGs are available at the caBIG online Forum at

<http://ncicbforums.nci.nih.gov/forums/cabigforum/lfs/icrlfs>.

Terry was asked whether these SIG discussions provided directions for DSIC inquiries. He indicated that ICR participants are preoccupied with issues relating to contract formation and have not yet focused on the tasks of their SIGs. He said he will keep this question in mind while participating in future ICR activities.

Clinical Trials (CT) Workspace: Don Connelly (Minnesota)

The CT Workspace discussed contract issues during its most recent teleconference. They are developing a fact sheet that is posted in draft form on the internal caBIG website. Reception to the fact sheet thus far has been positive. The following SIGs have been created:

- Adverse event reporting
- Laboratory interfaces
- Financial conflicts of interest and regulatory reporting
- Protocol development

New candidates for SIGs are being developed. Intellectual capital issues are not yet a focus for the CT Workspace.

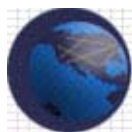
Tissue Banks and Pathology Tools (TBPT) Workspace: Mark Watson (Wash. U. - Siteman)

The TBPT Workspace has developed a detailed survey to gather all relevant information about systems available for the creation of a virtual tissue bank/repository. The survey has a section on data sharing, which includes material transfer agreements, the sharing of specimens and specimen data, and distribution to commercial entities. The survey has been distributed to TBPT Workspace members with a one-week turnaround time. Afterwards, the survey will be sent to all caBIG participants.

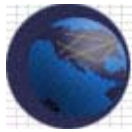
**Subcontract Process**

Brief discussion of Subcontract Statement of Work

Phan summarized the status of Subcontract negotiations to date.

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	<p>Many Cancer Centers are still reviewing the template provisions of the Subcontract agreement. Booz Allen is actively reaching out to Centers to negotiate and finalize the template agreement before sending individualized Statements of Work. A Statement of Work will outline the scope of work for each Cancer Center and will include a list of all tasks to be performed under the Subcontract. Many Statements of Work will include tasks to develop software specification recommendations and a project report detailing "lessons learned." Phan has drafted tasks relating to DSIC Working Group activities, which, given its status as a Strategic Level Working Group, relate to project management (e.g., staffing plans, activity documentation, status reports) and working group support (e.g., participation at meetings and teleconferences and development of white papers when assigned).</p> <p>Tasks drafted by Booz Allen are not mandates. Each Cancer Center will have an opportunity to respond with proposed changes to the initial draft Statement of Work. Booz Allen will transmit each initial Statement of Work with a cover letter containing a Request for Proposal, procedures and instructions, and a cost proposal template. The Cancer Centers will need to discuss and respond with any differences and objections.</p> <p>One member asked whether several participants could collaborate in developing a white paper. Phan responded that it is likely that white paper development will be a group effort. Given that the Subcontracts will be awarded on a fixed price basis, each participating Cancer Center will have to determine its own level of effort for each collaborative assignment with the understanding that payment is contingent on documented work.</p>
<b>IP POC Report</b>	<p>Iowa – Holden: Daniel G. Happe, J.D. City of Hope: Larry Couture, Ph.D. Wash. U. – Siteman: Jon Kratochvil</p> <p>DSIC Working Group members from Penn and Minnesota have tentatively identified IP POCs and will follow up to confirm participation. OHSU's DSIC Working Group members have identified an IP POC and will the contact information to Phan.</p>
<b>Report on Questionnaire Development</b>	<p><u>Discussion of draft questionnaire</u></p> <p>The group reviewed the first draft of the data sharing questionnaire distributed with the agenda for this teleconference.</p> <p>Howard Bilofsky questioned whether the focus on specimens was intentional and suggested broadening the scope of questions to include exchanges involving structures and compounds. Wendy Patterson responded that one scenario underlying the questions is</p>



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that a Cancer Center may send samples or specimens to pharma or a tool company (i.e., a company performing microarray-related services) in exchange for receiving data back. The group agreed that the questionnaire should be broadened to encompass the scenario presented by Howard.

Mark Watson asked whether software code and algorithms were outside scope of DSIC. After a brief discussion, the group agreed that these topics could be captured by intellectual property claims and should therefore be addressed in the questionnaire. Mark also thought that the questionnaire should also assess restrictions imposed in transfers between academic institutions. The group discussed the fact such restrictions may arise from prepublication concerns and the need to protect the value of the information (e.g., patenting requirements) for commercial collaborators.

The group seemed to think that de-identified clinical information and patient data would not raised privacy issues. However, the group was concerned about a scenario in which a company is willing to share data with its Cancer Center partner but not widely distribute the data and wondered whether such arrangements should be included in caBIG projects.

Shannon McWeeney noted that the instructions should be specific so as to elicit meaningful information from the questionnaire's target audience (technology transfer offices). Wendy Patterson suggested that the respondents be directed to review specific agreements in answering the questionnaire.

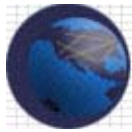
Mark agreed to draft additional question(s) to be included in the questionnaire. Howard will weigh in to broaden the scope of the survey. Phan will post a working document on the online Forum so that participants can provide comments. Once the questionnaire is completed, the DSIC Working Group will circulate it to the IP POCs for review and comment.

**Review Data Access  
Hierarchy**

This agenda item was moved to next teleconference

**Action Items:**

Name Responsible	Action Item	Date Due	Notes
Mark Watson	Draft new question for survey	6/9/2004	Will send comment to Wendy or post directly to on-line forum



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	Wendy Patterson	Revise questionnaire	6/4/2004	
	Phan Winter	Post draft questionnaire to on-line forum	6//7004	
	All	Send IP POC to Phan	6/4/2004	
	All	Post comments to revised questionnaire draft to on-line forum	6/10/2004	Comments should be inserted in red-line form directly into draft document